

Defense Intelligence Senior Executive Service (DISES)
Position Vacancy Announcement
For the
National Geospatial-Intelligence Agency

Announcement No. HQ NGA DISES Tier 1 2022-06

Opening Date: 06 June 2022

Closing Date: 08 July 2022

Position Title/Series: Director of Finance/Series IP-0505 - Permanent

Number of Vacancies: 1

Salary Range: \$ 135,500 – \$187,300

Location: National Geospatial-Intelligence Agency (NGA)
Financial Management
Arnold, MO

Area of Consideration: All qualified applicants

How to Apply:

TO BE CONSIDERED FOR THIS POSITION, FOLLOW THE DIRECTIONS BELOW. To receive **FULL** consideration, you must email your complete application to NGAExecutiveCareerService@nga.mil or mail your application to the address below. You must identify the position vacancy announcement number with your application. There is no preferred format but the following information is required to be submitted. Incomplete applications will not be considered.

- Full Name and Contact Information;
- Country of citizenship;
- Veteran's preference status;
- Current salary and lowest acceptable salary, if selected;
- Resume, Executive Core Qualification (ECQ) statements, Intelligence Community Senior Officer Core Qualification (ICSOCQ) statements, and Technical Qualification (TQ) statements;
- One copy of their most recent Notification of Personnel Action, SF-50 noting your current or last position, grade, and salary level (current and former federal employees only). DoD SAFE can be used for transmitting FOUO files or Personally Identifiable Information (PII), please contact the NGA Executive Career Service Team at NGAExecutiveCareerService@nga.mil or 571-557-0330.
- The name, e-mail address, and telephone number of three individuals that can validate your experience.

Applicants will be rated and ranked by an agency qualification review panel using only the information submitted for consideration. Applicants who do not separately address and document their demonstrated experience, training, and/or education in support of the Intelligence Community Senior Officer Core Qualification, and document their demonstrated experience, training, and/or education in support of the Technical Qualifications will be ineligible for further consideration. Failure to provide all the required information and copies could result in an ineligible rating. Incomplete applications will not be considered.

Please direct all questions to NGAExecutiveCareerService@nga.mil.

Full application requirements can be located at

[https://www.nga.mil/careers/Senior Executive Positions.html](https://www.nga.mil/careers/Senior_Executive_Positions.html)

Submit your application to: National Geospatial-Intelligence Agency
Mail Stop S45-HDTX
7500 GEOINT Drive
Springfield, VA 22150
or
E-mail to: NGAExecutiveCareerService@nga.mil (preferred)

Complete applications must be received by the closing date. A postmark will NOT prevail. Applications will NOT be returned. Please reference announcement number shown above. Applications must include *resume*, *ICSOCQs*, and *Technical Qualifications*.

BASIC DUTIES AND RESPONSIBILITIES:

The Director of Finance leads and manages a staff of over 50 financial management professionals responsible for the accounting, vendor pay, and financial operations supporting the NGA workforce. The incumbent is responsible for providing strategic direction and oversight of NGA's vendor and intragovernmental pay, PCS and TDY travel, civilian pay, and general ledger, and designing, implementing, and monitoring the agency's internal controls over these business segments. The incumbent is responsible for leveraging internal and external financial best practices to meet or exceed OSD metric standards, ensuring continuous compliance with U.S. GAAP, and providing world-class customer support to the NGA workforce. The incumbent is a member of the Financial Management senior leadership team, and is relied upon for providing expert advice to NGA leadership. This is a highly visible and challenging position that interacts directly with senior officers across the NGA, the Intelligence Community, and the Department of Defense. This includes resolution of complex, controversial, and precedent-setting matters that have critical bearing on mission accomplishment. This position is located in Arnold, MO.

QUALIFICATIONS:

Eligibility for this executive level position will be based upon a clear demonstration that the applicant has experience of the scope and quality sufficient to effectively carry out the assignments of the position. The successful applicants will be distinguished from other applicants by a review of the following Office of Personnel Management (OPM) Executive Core Qualifications (ECQs), Intelligence Community (IC) Senior Officer Core Qualification (SOCQs) Standards, the Technical Qualifications, and Education Requirements, if required. Failure to meet a Qualification requirement will disqualify an applicant. Visit OPM's website for more information regarding drafting ECQs using the Challenge-Context-Action-Result model – NGA recommends this model for ECQs and SOCQs.

EXECUTIVE CORE QUALIFICATIONS

ECQ “(6) *Fundamental Competencies*” are cross-cutting, they should be addressed over the course of the applicants ECQ narrative. It is not necessary to address them separately as long as the narrative, in its

totality, shows mastery of these competencies on the whole. (Include as separate attachment **one page maximum per competency**)

(1) Leading Change:

This core qualification involves the ability to bring about strategic change, both within and outside the organization, to meet organizational goals. Inherent to this ECQ is the ability to establish an organizational vision and to implement it in a continuously changing environment. Competencies include:

- **Creativity and Innovation** - Develops new insights into situations; questions conventional approaches; encourages new ideas and innovations; designs and implements new or cutting-edge programs/processes.
- **External Awareness** - Understands and keeps up-to-date on local, national, and international policies and trends that affect the organization and shape stakeholders' views; is aware of the organization's impact on the external environment.
- **Flexibility** - Is open to change and new information; rapidly adapts to new information, changing conditions, or unexpected obstacles.
- **Resilience** - Deals effectively with pressure; remains optimistic and persistent, even under adversity. Recovers quickly from setbacks.
- **Strategic Thinking** - Formulates objectives and priorities, and implements plans consistent with the long-term interests of the organization in a global environment. Capitalizes on opportunities and manages risks.
- **Vision** - Takes a long-term view and builds a shared vision with others; acts as a catalyst for organizational change. Influences others to translate vision into action.

(2) Leading People:

This core qualification involves the ability to lead people toward meeting the organization's vision, mission, and goals. Inherent to this ECQ is the ability to provide an inclusive workplace that fosters the development of others, facilitates cooperation and teamwork, and supports constructive resolution of conflicts.

Competencies include:

- **Conflict Management** - Encourages creative tension and differences of opinions. Anticipates and takes steps to prevent counter-productive confrontations. Manages and resolves conflicts and disagreements in a constructive manner.
- **Leveraging Diversity** - Fosters an inclusive workplace where diversity and individual differences are valued and leveraged to achieve the vision and mission of the organization.
- **Developing Others** - Develops the ability of others to perform and contribute to the organization by providing ongoing feedback and by providing opportunities to learn through formal and informal methods.
- **Team Building** - Inspires and fosters team commitment, spirit, pride, and trust. Facilitates cooperation and motivates team members to accomplish group goals.

(3) Results Driven:

This core qualification involves the ability to meet organizational goals and customer expectations. Inherent to this ECQ is the ability to make decisions that produce high-quality results by applying technical knowledge, analyzing problems, and calculating risks. Competencies include:

- **Accountability** - Holds self and others accountable for measurable high-quality, timely, and cost-effective results. Determines objectives, sets priorities, and delegates work. Accepts responsibility for mistakes. Complies with established control systems and rules.
- **Customer Service** - Anticipates and meets the needs of both internal and external customers. Delivers high-quality products and services; is committed to continuous improvement.

- **Decisiveness** - Makes well-informed, effective, and timely decisions, even when data are limited or solutions produce unpleasant consequences; perceives the impact and implications of decisions.
- **Entrepreneurship** - Positions the organization for future success by identifying new opportunities; builds the organization by developing or improving products or services. Takes calculated risks to accomplish organizational objectives.
- **Problem Solving** – Identifies and analyzes problems; weighs relevance and accuracy of information; generates and evaluates alternative solutions; makes recommendations.
- **Technical Credibility** – Understands and appropriately applies principles, procedures, requirements, regulations, and policies related to specialized expertise.

(4) Business Acumen:

This core qualification involves the ability to manage human, financial, material, and information resources strategically. Competencies include:

- **Financial Management** – Understands the organization's financial processes. Prepares, justifies, and administers the program budget. Oversees procurement and contracting to achieve desired results. Monitors expenditures and uses cost-benefit thinking to set priorities.
- **Human Capital Management** - Builds and manages workforce based on organizational goals, budget considerations, and staffing needs. Ensures that employees are appropriately recruited, selected, appraised, and rewarded; takes action to address performance problems. Manages a multi-sector workforce and a variety of work situations.
- **Technology Management** – Keeps up-to-date on technological developments. Makes effective use of technology to achieve results. Ensures access to and security of technology systems.

(5) Building Coalitions:

This core qualification involves the ability to build coalitions internally and with other Federal agencies, State and local governments, nonprofit and private sector organizations, foreign governments, or international organizations to achieve common goals. Competencies include:

- **Partnering** - Develops networks and builds alliances; collaborates across boundaries to build strategic relationships and achieve common goals.
- **Political Savvy** – Identifies the internal and external politics that impact the work of the organization. Perceives organizational and political reality and acts accordingly.
- **Influencing/Negotiating** – Persuades others; builds consensus through give and take; gains cooperation from others to obtain information and accomplish goals.

(6) Fundamental Competencies:

These competencies are the foundation for success in each of the Executive Core Qualifications.

Competencies include:

- **Interpersonal Skills** – Treats others with courtesy, sensitivity, and respect. Considers and responds appropriately to the needs and feelings of different people in different situations.
 - **Oral Communication** – Makes clear and convincing oral presentations. Listens effectively; clarifies information as needed.
 - **Integrity/Honesty** – Behaves in an honest, fair, and ethical manner. Shows consistency in words and actions. Models high standards of ethics.
 - **Written Communication** – Writes in a clear, concise, organized, and convincing manner for the intended audience.
 - **Continual Learning** – Assesses and recognizes own strengths and weaknesses; pursues self-development.
- Public Service Motivation** – Shows a commitment to serve the public. Ensures that actions meet public needs; aligns organizational objectives and practices with public interests

IC SENIOR OFFICER CORE QUALIFICATIONS

Intelligence Community (IC) Senior Officer Core Qualification (SOCQ) Standard - Leading the Intelligence

Enterprise: Required for all positions effective 1 October 2010. This SOCQ Standard involves the ability to integrate resources, information, interests, and activities effectively in support of the IC's mission and to lead and leverage cross organizational collaborative networks to achieve significant mission results. Inherent to this Standard is a deep understanding of the intelligence enterprise and a shared commitment to the IC's core values. For those without IC experience, draft narrative related to your past experience demonstrating these competencies at a comparable interagency or multi-organizational environment. (Include as separate attachment **one page maximum per competency**)

(1) Collaboration and Integration:

IC Senior officers have a responsibility to share information and knowledge to achieve results, and in that regard are expected to build effective networks and alliances; actively engage these peers and stakeholders; involve them in key decision; and effectively leverage these networks and alliances to achieve significant results. Senior officers are expected to create an environment that promotes employee engagement, collaboration, integration, information and knowledge sharing, and the candid, open exchange of diverse points of view. Candidates assessed against this competency must:

- Build, leverage, and lead collaborative networks with key peers and stakeholders across the IC and/or in other government/private-sector organizations, or professional/technical disciplines to achieve significant joint/multi-agency mission outcomes
- Integrate joint/multi-agency activities effectively exercising collaborative plans that realize mutual IC, joint, or multi-organizational goals.

(2) Enterprise Focus:

IC Senior officers are expected to demonstrate a deep understanding of how the missions, structures, leaders, and cultures of the various IC components interact and connect; synthesize resources, information and other inputs to effectively integrate and align component, IC, and USG interests and activities to achieve IC-wide, national, and international priorities. Senior officers are expected to encourage and support Joint Duty assignments and developmental experiences that develop and reinforce enterprise focus among their subordinates. Candidates assessed against this competency must:

- Understand the roles, missions, capabilities, and organizational and political realities of the intelligence enterprise; apply that understanding to drive joint, interagency, or multi-organizational mission accomplishment.
- Understand how organizations, resources, information, and processes within the IC or interagency/multi-organizational environment interact with and influence one another; apply that understanding to solve complex interagency or multi-organizational problems.

(3) Values-Centered Leadership:

IC Senior officers are expected to personally embody, advance and reinforce IC core values. Senior officers are also expected to demonstrate and promote departmental and/or component core values. Candidates assessed against this competency must demonstrate:

- A **Commitment** to selfless service and excellence in support of the IC's mission, as well as to preserving, protecting, and defending the Nation's laws and liberties;
- The integrity and **Courage** (moral, intellectual, and physical) to seek and speak the truth, to innovate, and to change things for the better, regardless of personal or professional risk;
- **Collaboration** as members of a single IC-wide team, respecting and leveraging the diversity of all members of the IC, their background, their sources and methods, and their points of view.

- Promote, reinforce, and reward IC, departmental/component core values in the workforce and ensure that actions, policies, and practices are aligned with, and embody those values.
- Ensure that organizational strategies, policies, procedures, and actions give appropriate focus, attention, and commitment to diversity of people, point of view, ideas, and insights.

TECHNICAL QUALIFICATIONS

Include TQs as separate attachments, **one page maximum per TQ**. Applicants will be rated on the TQ's identified below which are essential for successful performance in the position. These statements should be a narrative explanation of your relevant background and experience. They must show that your experience, education, and accomplishments reflect the competence and professional standing required to provide expertise required by this position. Technical Qualification Statements that do not clearly address the qualification criteria will not be adequate for evaluation. The employee selected for this position must possess:

1. Expert technical knowledge of federal government financial management concepts, principles, policies, and procedures to include direct and reimbursable authority, management internal controls, and expertise interpreting and applying Department of Defense and other federal financial management regulations and policies; demonstrated knowledge and experience leading federal financial operations in two or more of the following areas: vendor pay, civilian pay, intragovernmental transactions, accounting/general ledger, and internal controls.
2. Demonstrated performance leading, supervising, and training progressively larger teams in work roles of increased authority and responsibility, to include successful training, mentoring and career development to ensure a current and future highly competent workforce.
3. Demonstrated ability to plan, design, and lead projects focused on the transition of activities from manual to automated delivery to drive process improvement.

ADDITIONAL INFORMATION:

Evaluation Methods: Applicants will be evaluated based on job-related criteria identified under the Qualification Requirements by a screening panel of senior representatives with functional backgrounds relevant to this position. Interviews may be conducted.

Security Clearance and Access Level: This position requires access to classified Defense Department and Intelligence Community information. The individual selected must already possess, or be immediately eligible for, a TOP SECRET security clearance and access to Sensitive Compartmented Information. U.S. citizenship is required for the granting of a security clearance.

Joint Duty Credit: All NGA executive level positions require Joint Duty credit. Employees will receive joint duty credit a majority of service or rotational assignments that were at least at the GS/GG-11 or DCIPS Pay Band 3 level, and generally for at least one year, or for 179 days or more when deployed to a designated combat zone on or after September 11, 2001.

Note: Applicants without Joint Duty credit may apply for the position and can be considered. If selected, a waiver would be required prior to final appointment or provide proof of Joint Duty qualifying experience.

Selection Requirements:

1. Applicant selected for this position is subject to the completion of a one-year DISES trial period. (Applicants selected from outside NGA may be required to complete a two-year DCIPS trial period if they have not already done so.)
2. This position is covered under the Ethics in Government Act of 1978 (P.L. 95-521). Incumbent will be required to file an Executive Personnel Financial Disclosure Report (SF-278) with the NGA Office of General Counsel.
3. Employment is subject to requirements of the NGA Drug Testing Program.
4. Successful completion of a polygraph examination is required for employment by NGA.

Other Information:

1. Permanent Change of Station (PCS). Travel/Transportation expenses are authorized.
2. Copies of this announcement and other general information may be obtained through NGAs Web site, OPM's USA Jobs, or by calling or 571-557-0330.
3. Veteran's Preference: This position is a Defense Civilian Intelligence Personnel System (DCIPS) position in the Excepted Service under 10 U.S.C. 1601. DoD Components with DCIPS positions apply Veterans' Preference to eligible candidates as defined by Section 2108 of Title 5 USC, in accordance with the procedures provided in DoD Instruction 1400.25, Volume 2005, DCIPS Employment and Placement. If you are a veteran claiming veterans' preference, as defined by Section 2108 of Title 5 U.S.C., you may be asked to submit documents verifying your eligibility.
4. You may be required to relocate in the future based on NGA requirements.

The National Geospatial-Intelligence Agency is an Equal Opportunity Employer. All qualified applicants will receive consideration for appointment without regard to race, age, religion, color, national origin, sex, marital status, sexual orientation, handicap, lawful political affiliation, or any other non-merit factor. This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis.